



Jim Doyle  
Governor

Helene Nelson  
Secretary

State of Wisconsin

Department of Health and Family Services

1 WEST WILSON STREET  
P O BOX 8916  
MADISON WI 53708-8916

Telephone: 608-267-3905  
FAX: 608-266-6836  
dhfs.wisconsin.gov

September 9, 2005

**To:** Day Camp Licensees

**BRL Day Camp Memo – 2005-08**

**From:** Jill Chase, Director  
Bureau of Regulation and Licensing

**RE:** Recent revisions to HFS 55, Licensing Rules for Day Camps

This memo is to alert you to some technical changes made to HFS 55, Licensing Rules for Day Camps. These changes took effect on December 1, 2004. These changes will bring the rules affecting day camps into compliance with current laws and update the appendices. Included in this mailing is a copy of the revised licensing rule book. The following changes have been incorporated in this revision:

1. Added HFS 55.42(2)(a)11 to require staff training on sudden infant death syndrome, if the camp is licensed to care for children under 1 year of age;
2. Amended HFS 55.43(1)(d) to remove citations to individual sections of the Wisconsin Commercial Building Code;
3. Created a note after HFS 55.44(5)(d) explaining the USDA Child and Adult Care Food Program meal pattern requirements;
4. Updated Appendix A, related to regional office locations;
5. Created Appendix B, relating to the USDA Child and Adult Care Food Program meal patterns for children 1-12 years of age;
6. Created HFS 55.43(2)(a)8 to prohibit smoking anywhere on the premises of a camp while children are present;
7. Clarified a cross reference referred to in HFS 55.44 (5)(d).

Please contact your licensing specialist or BRL central office at (608)266-9314 if you have any questions about these changes.

Cc: Licensing Staff  
Regional Managers  
Other Interested Parties